

From: Fred Foreman/ESC/R3/USEPA/US
Sent: 2/8/2012 2:56:38 PM
To: Richard Fetzter/R3/USEPA/US@EPA
CC: Cynthia Caporale/ESC/R3/USEPA/US@EPA; [Ex. 4 - CBI]; gilbert.john@epa.gov; heston.gerald@epa.gov; Kelley Chase/R3/USEPA/US@EPA; Richard Rupert/R3/USEPA/US; [Ex. 4 - CBI] Stephanie Wenning/R3/USEPA/US@EPA
Subject: Re: Dimock Data Meeting/Call Summary

I can do 4pm

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Date: 02/08/2012 11:49 AM
Subject: Dimock Data Meeting/Call Summary

Kelley/John

Here's my summary of today's conference call on Data:

1. We need to confirm that the EPA-staffed lab data will result in a Level 4 QA review as requested - Check with Cindy C.
2. We need to set up the process we agreed upon to get the "Final to Scribe" sub directory set up in the FTP site. We discussed that Cindy C. would upload this data in to this newly created subdirectory after the Blank Review process is completed. Only this subdirectory will be used by SERAS and START to move the data into Scribe. Fred Foreman will upload the Techlaw subcontracted data after the ESAT review is completed to this same directory.
3. Kelley, John, Cindy C., Fred, & [Ex. 4 - CBI] (SERAS) need to have a conference call to define Project Level QA Review. (does 4pm EST work for all today????)
4. John and Steph (working with SERAS) will pick one the preferred EDD format and only that format will go in the subdirectory specified in #2 above.
5. We will need to know how quickly Cindy C. expect to get the Blank Review Process completed. Obviously the quicker the better so the other process can begin.

thanks to all for your continued support and help.

Rich

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